Minutes of the Board meeting held on Wednesday 19th August 2026 in the Boardroom, Parkhead Housing Association, 40 Helenvale Street, G31 4TF

Present: Kayla Roden (virtual), Sophie Morrison, Sandra Cole, Linda Pike, Jimmy Reilly, John Buchanan, Susan McKeown, Gary McKernan (virtual) and Seun Ogungbure

In Attendance: Laurie Boles, Andy Duffus, Matthew Reid, Gillian McKenzie, Myles Millar, Aileen McGuire, Nicola Paul, Kerry-Ann Wallace, Kelly Adams (RSM, virtual)

1. **WELCOME & APOLOGIES**

   Apologies were received from Elizabeth Kennedy, Jon Cowlan, Adele Edwards, Izabela Trzcielinska and Fatih Vursavas

2. **MINUTES OF THE PREVIOUS MEETING**

   The minutes were moved by John Buchanan and seconded by Jimmy Reilly.

3. **MATTERS ARISING**

   Scottish Housing Regulator – The CEO provided the Board with an update regarding the current process involving the Scottish Housing Regulator following their visit to the May Board meeting.

4. **REDACTED MINUTES**

   The Board noted the confidential version of the minutes.

5. **MINUTES FOR NOTING**

   The Board noted the following Sub Committee minutes –

1. HR Sub Committee - April 2026
2. Performance & Policy Sub Committee - May 2026

6. **SUB COMMITTEE SUMMARY REPORT**

The Board noted the summary report from the recent round of Sub Committee meetings.

7. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

8. **EXTERNAL BODIES FEEDBACK**

John Buchanan provided the Board with an update relating to GWSF including his recent re-election onto the Board at the GWSF AGM.

9. **ITEMS FOR APPROVAL**

Insurance Services Tender – The Director of Finance and ICT presented the Board with the outcome the re-tender exercise for insurance services.

The Board noted that the process had taken almost 10 months to complete due to the need for a comprehensive stock revaluation and the gathering of detailed pre-qualification information. The Board noted an upturn with strong market interest yielding 15 expressions of interest with four formal bids submitted.

The Director of Finance and ICT reported that the tender evaluation was weighted heavily towards price (70%) because the quality of service offered by providers was broadly similar.

The Board noted that the successful bidder was current provider, Marsh, together with Protector UK Insurance as underwriter. This represented a reduction of around £180,000 compared to current premiums and was considerably better than the increase that had originally been forecast.

The reduction was attributed to improvements in the insurance market and the work undertaken to revalue the housing stock, which improved the Association’s risk profile in the eyes of insurers.

Board members present discussed the large reduction but were reassured that Marsh was comfortable with the pricing and that there would still be annual reviews and inflationary adjustments. The board unanimously

approved the appointment of Marsh and Protector UK Insurance and delegated authority to the CEO and Director of Finance and ICT to finalise the contract arrangements.

Kelly Adams joined the meeting at this point.

2025/2026 Year End Accounts – Kelly Adams presented the Board with the external audit findings for the year ended 31 March 2026 and confirmed that the audit had progressed well, with no significant issues identified. The audit was substantially complete, with only standard post-balance-sheet checks remaining before final sign-off. The Board noted the following –

- No significant concerns were identified in relation to management override, financial controls, journal processing, or accounting estimates.
- The auditors were satisfied that there was no evidence of management bias in the preparation of the financial statements.
- No material control weaknesses were identified.
- The auditors were satisfied that Parkhead Housing Association and its subsidiaries remain a going concern.
- Budgets, forecasts and loan covenant compliance were reviewed, with no issues identified.
- Letters of support from the Association were in place for the subsidiary companies.
- The Board noted that some component asset lives (bathrooms, lifts and internal doors) are set at 50 years, which is longer than commonly seen across the housing sector. They recommended reviewing these as part of future asset management planning.
- The Board noted that a review of the classification of certain commercial properties should be undertaken next year to determine whether any should be treated as investment properties for accounting purposes.

Further general discussion took place at the Board thanks Kelly and her team at RSM for a smooth audit process. Kelly Adams left the meeting at this point.

Following some further general discussion the Board approved the year end accounts for Parkhead HA, Parkhead Development Company and Parking Lettings Company and approved the letters of representation.

AGM Arrangements – The Corporate Services Manager presented the Board with a paper outlining the AGM arrangements outlining the key governance and procedural requirements ahead of the forthcoming event. The AGM has been scheduled for 24th September at 6.00pm in the Barony Room at Parkhead Schoolhouse.

The Board reviewed the rules in place relating to the Board composition and the board was reminded of its obligation to confirm compliance with the Association's governance rules 62-67. This is relating to records management, registers, declarations of interest, gifts and safekeeping of official documents. The Corporate Services Manager confirmed that all relevant requirements had been met.

The Board were also provided with information from external consultant SE training who had carried out assessments on those Board members with 9 or more years service. The information confirmed that all Board members were able to continue.

The annual report and schedule of board and committee meeting dates for the coming year were also presented for the Board to review.

Some general discussion took place and the Board –

- Noted the AGM date and associated processes.
- Approved the Annual Report
- Approved the 26/27 meeting dates
- Approved the Board member 9 year rule recommendations.

Membership Report – The Board approved 2 applications for membership.

Policies for Approval – The Board approved the following policies –

- Staff Training and Development
- Grievance Policy
- Staff Expenses Policy
- Sabbatical Policy

Eviction Report – The Board considered an eviction report presented by the Director of Operations and Compliance. The Board noted that this was relating to a tenant with significant rent arrears who had failed to engage with agreed repayment arrangements despite extensive contact attempts.

Management confirmed that all pre-action and legal requirements had been met and requested authority to proceed with the eviction while continuing efforts to reach an agreement. The board acknowledged that eviction was a last resort and following some general discussion approved the action, and delegated authority for any potential arrears settlement negotiations.

10. **ITEMS FOR DISCUSSION**

Procurement Update – The Board noted the procurement update

Scotland Excel Assessment – The Board noted the assessment outcome report and associated action plan.

11. **AOCB**

Board Strategy Day – Board members were reminded to respond to the poll on the Whatsapp group.

Salamanca Street Planning Application – The Board discussed a planning application for a development of student flats at Salamanca Street.

The meeting closed at 19.40

Signed: 